

Appendix F.

Position Category Description

Manufacturing and Production

Typical Duties: Acquisition-related manufacturing and production duties vary greatly in managerial, administrative, and technical content. Duties nearly always involve program management or monitoring the manufacturing and production efforts at private sector contractor or Government industrial facilities. Functions include, but are not limited to the following:

- a. Assess readiness and availability of information, energy, raw material, human, and physical resources to produce defense goods.
- b. Assess the reasonableness of contractor methodology, efficiency, cost and/or schedule estimates or data and provide recommendations.
- c. **Assembly** and analysis of past performance, manufacturing planning, surveillance, production readiness reviews, and dissemination of results.
- d. Monitor status of weapon system development and production contracts.
- e. Assess the impact in changes to weapon system development and production contracts.
- f. Review contractor manufacturing facilities, organization, policies, procedures, practices, processes, and methods.
- g. Manage programs and contracts for development of new, or tailoring of existing, manufacturing technology.
- h. Analyze or monitor planning of alternative production processes or resources necessary to meet alternative production schedules.
- i. Design a management system to monitor manufacturing functions and input and output of a contractor's system.
- j. Monitor the determination of make or buy decisions to balance overall manufacturing resource requirements; or
- k. Analyze the production base to identify risks associated with limited availability and sole source dependencies.
- l. Participate from the onset in the integrated product and process development of the weapon system.

Typical Career Codes

<u>Civilian Series</u>	<u>Army AOC</u>	<u>Navy AQD</u>	<u>Air Force AFSC</u>	<u>Marine Corps MOS</u>
0301 ¹ , 08XX ¹ , 1150, ¹ and 1152	51 and 97	AG (Any AQD beginning with AG)	64PQ, 62EQ, and 63AQ	9630

Representative Job Titles: Supervisory or production engineer, supervisory or manufacturing engineer, supervisory or industrial engineer, production management specialist, production officer, supervisory or industrial specialist, general engineer, aerospace engineer, electronic engineer, mechanical engineer.

Representative Office Locations: Acquisition-related manufacturing and production positions are normally located in a major HQ's staff, an acquisition organization's staff, in a program office, some laboratory activities, and within the DCMC of the DLA.

¹Only when the incumbent performs the functions described in items (a) through (l).

Position Category Description Quality Assurance

Typical Duties: Manages QA processes to establish essential quality standards and controls. Develops and executes plans that focus on quality of design, quality of conformance, and fitness for use. Integrates quality plan(s) into the system engineering process. Develops policies, procedures and test provisions, and quality requirements in specifications, standards, and solicitations. Evaluates QA during the acquisition process such as in design reviews, functional and physical configuration audits, production readiness reviews, and the milestone reviews supporting the Milestone Decision Authority. Performs process and product oriented reviews and audits. Issues and manages continuous improvement opportunities, corrective action requests, and product quality deficiency reports. Performs quality engineering functions to implement design of experiments, determine test adequacy, clarity of requirements, and measurement to demonstrate process capability and compliance. Supervises, directs and manages the workforce responsible for QA functions. Provides support to other functional personnel and personnel performing in-plant duties. Accepts and fields material for U.S. and foreign customers.

Typical Career Codes

<u>Civilian Series</u>	<u>Army AOC</u>	<u>Navy AQD</u>	<u>Air Force AFSC</u>	<u>Marine Corm MOS</u>
0018,0028,0334, 0414,0660, 08XX, 13XX,15XX, and 1910 ¹	51, 53B, 53C, and 97	AH (Any AQD beginning with AH)	64PQ, 62EQ, and 63AQ	9630

Representative Job Titles: Supervisory or QA Specialist, Supervisory or QA Representative, Staff QA Specialist, Mathematical Statistician, QA Engineer, Supervisory and/or Quality Engineer, Supervisory and/or General Engineer, Pharmacist, Physical Scientist, Chemist, Electronic Technician, Product Line Specialist, QA Director, or Division Chief, or Branch Chief, or Section Chief, QA Surveillance Representative, Engineering Technician, Entomologist, Computer Specialist, Product Auditor; Aircraft, Aerospace, Ammunition, Automotive, Chemicals, Clothing, Electronics, Materiels, Mechanical, Medical, Nuclear, Processes, Shipbuilding, Computer Software, or Subsistence QA Specialist; Aerospace, Electronics, or Mechanical Engineer.

Office Location: QA personnel perform in a variety of acquisition areas; e.g., contracting, development and/or production, contract administration, and storage. The series requires knowledge of regulations and methods used in contracting, business and industry practices, and technical practices applicable to specific commodities.

¹The 1910 Civilian occupational Series in an acquisition organization 1S normally an acquisition pOSition.

Career Path

Manufacturing, Production and Quality Assurance

Level and/or Typical Grade	Typical Assignments	Experience	Education	Training ¹
Level I GS-5 through GS-9 O-1 through O-3	Program office Manufacturing staff office QA engineer or staff DLA field activity DCMC	<p>Mandatory: One year of acquisition experience in engineering, manufacturing, production, or QA</p> <p>Desired: At least 4 weeks (cumulative) rotational assignments at a contractor and/or government industrial facility to include experience in quality, manufacturing, engineering and contracting</p>		<p>Mandatory: One basic (Level I) DAU course in systems acquisition management</p> <p>Mandatory: One basic (Level I) DAU course in production and quality management</p>
¹ Refer to the current edition of the OUSD(A&T) DAU Catalog (reference (0)) for a list of mandatory and desired courses and approved equivalences that may be used to meet the training standards for this career field.				

Career Path

Manufacturing, Production and Quality Assurance

Level and/or Typical Grade	Typical Assignments	Experience	Education	Training ²
Level II GS-9 through GS-12 0-3 through o-4	<p>Program office branch chief or division chief</p> <p>Quality engineer and/or specialist</p> <p>Acquisition command staff</p> <p>DLA acquisition command HQ staff office</p> <p>DLA field activity</p> <p>Broadening and/or operational assignment</p> <p>Education with industry</p> <p>Commander DLA or DCMC organization</p>	<p>Mandatory: Two years of acquisition experience in engineering, manufacturing, production, or QA</p> <p>Desired: Two additional years of experience in manufacturing, production, or QA</p> <p>Desired: At least 4 weeks (cumulative) rotational assignments (listed at Level I) at a contractor and/or Government industrial facility to include experience in quality, manufacturing, engineering, and contracting (if not completed in Level I)</p>	<p>Desired: Baccalaureate degree in engineering, chemistry, physical science, mathematics, statistics, manufacturing or production management, industrial technology or management, QA, or related field</p> <p>Desired: Master's degree in business, production management, engineering, or a related field</p>	<p>Mandatory: One intermediate (Level II) DAU course in systems acquisition management</p> <p>Mandatory: One intermediate (Level II) DAU course in production and quality management</p>
<p>Career path note: On achieving Level II or III, an individual should plan on meeting the criteria for the Acquisition Corps. Criteria for selection into the Acquisition Corps for civilian personnel includes serving in a position graded GS-13, and above and in the case of officers includes serving in the grade of O-4, and above. Criteria further include: (1) Four years acquisition experience; (2) A baccalaureate degree or certification by an ACPB; and (3a) At least 24 semester credit hours from among the following disciplines: accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management; or, (3b) At least 24 semester credit hours in the individual's career field and 12 semester hours or equivalent training in the disciplines listed in 3a above; or, (3c) Pass an equivalency exam. ¹</p>				
<p>¹See Appendix M for specific requirements for Acquisition Corps admission. Credit by examination is directed by 10 U.S.C. 1732(c) and covered in DoD Instruction 5000.58 (references (d) and (g)).</p> <p>²Refer to current edition of the OUSD(A&T) DAU Catalog (reference (o)) for a list of mandatory and desired courses and approved equivalences that may be used to meet the training standards for that career field.</p>				



Career Path

Manufacturing, Production and Quality Assurance

Level anchor Typical <u>Grade</u>	<u>Typical Assignments</u>	<u>Experience</u> ¹	<u>E d u c a t i o n</u>	<u>Training</u> ³
Level III GS-13 and above O-4 and above	Director of manufacturing Director of quality Director of product assurance Service HQ Acquisition command HQ or DLA Commander, DLA Field Activity	Mandatory: At least 4 years of acquisition experience in engineering, manufacturing, production, or QA Desired: Four additional years of experience in manufactur- ing, production, or QA	Desired: Baccalaureate degree in engineering, chemistry, physical science, mathemat- ics, statistics, manufacturing or production management, industrial technology or management, QA, or related field Desired: Master's degree in business, production management, engineering, or a related field	Mandatory: One advanced (Level HI) DAU course in production and quality management Desired: One advanced seminar in current acquisition management issues
¹ A General, Flag officer, or, SES must have at least 10-years experience in acquisition positions. At least 4 years of that experience must have been performed while assigned to a CAP. ² See Appendix M for specific requirements for acquisition corps and CAP criteria. Credit by examination is directed by 10 U.S.C. 1732(c) and covered in DoD Instruction 5000.58 (references (d) and (g)). ³ Refer to current edition of the OUSD(A&T) DAU Catalog (reference (0)) for a list of mandatory and desired courses and approved equivalences that can be used to meet the training standards for that career field.				
Career path note: CAPS may only be filled by members of an Acquisition Corps.				

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